

**PURCHASE OF STATIONERY**

**TENDER NOTICE**

Punjab State Information Commission, Red Cross Bhawan, Sector 16-, Chandigarh intends to purchase items of stationery for office use, from reputed firms, based in Chandigarh/Mohali/Panchkula for a year. Tender form duly completed may be submitted by 2:00 p.m. on 26.6.2015 which will be opened in the presence of tenderers at 3:00 p.m. in the office of State Information Commission on the same day. The tender notice and tender form are upload on the web site of the Commission. [www.infocommpunjab.com](http://www.infocommpunjab.com)

Sd/-  


Secretary,

(State Information Commission, Punjab).



The sealed tenders are to be submitted by the bidders and in particular mentioned with the words "Tender for Stationery". The said sealed envelope must reach this office up to 2:00 p.m. on ~~26-6-2019~~ <sup>26-6-2019</sup>. The technical bid/ price bid so received along with earnest money will be opened on same day at 3:00 p.m. and shall be examined by a committee of the Commission.

#### **Terms & Conditions**

1. The sealed tenders must accompany an Earnest money of Rs.10,000/- (Rupees Ten Thousand Only) in the shape of bank draft issued by a Nationalized/ Scheduled Bank in favour of "Chief Information Commissioner, Punjab Chandigarh" payable at Chandigarh. Tenders received without Earnest money will out rightly be rejected.
2. The tenders received after stipulated date and time will not be considered. The Commission will not be responsible for any postal delay.
3. In any case if the date of opening of tenders i.e. ~~26-6-2019~~ <sup>26-6-2019</sup> is declared as a public holiday on account of any reason, the opening process will be carried out on the next working day at the same time.
4. The supplier upon whom the supply order is placed shall have to supply the entire material within 3 days from the date of issue of supply order, failing which penalty @5% shall be imposed on the amount of supply order. However, in case of delay to supply the material after more than 7 days from the date of supply order, the earnest money i.e. Rs.10,000/- (Rupees Ten Thousand Only) so received shall be forfeited by the Commission. In this regard decision of the Chief Information Commissioner, Punjab, shall be final & binding.
5. The rates shall remain valid up to 30.06.2020 The rates mentioned in the tender notice shall be inclusive of all the taxes i.e. Excise duty, cess, levies, sale tax, surcharge, packing and forwarding charges etc.
6. All items should be of superior of and branded quality.

7. The rates must be quoted with sample F.O.R. office of State Information Commission Punjab, Chandigarh where the office of the SICP is situated at Chandigarh. No extra freight and carriage charges shall be paid by the Commission.
8. Conditional tenders will not be accepted.
9. The Chief Information Commissioner, Punjab reserves the right to accept or reject any or all the tenders without assigning any reason(s) or alter any clause of the tender.
10. The tenderer shall submit an under taking that it has not been blacklisted by any Govt./ Semi-Govt./ Autonomous body during the last three years.
11. Any litigation in respect of this tender would fall in the jurisdiction of the Union Territory of Chandigarh.

  
**Secretary**

State Information Commission Punjab